

Monthly Teaching Lesson

Plan

BBA- II

2021-2022

Semester- III

Month	Prose/ Drama	Writing/ Grammar
September, 2021	Introduction	Introduction
October, 2021	Short Stories: The Model Millionaire The Gift of the Magi	Business Communication
November, 2021	The Judgement- seat of Vikramaditya	Writing Skills- letters, tender notice, auction notice, public notices, memos and advertisements.
December, 2021	Fur Revision n	Revision

Semester- IV

Month	Prose/ Drama	Writing/ Grammar
January	Chandalika	Precis Writing
February	A Bachelor's Complaint of the Behaviour of Married People	CV and Short, formal reports
March	El Dorado	Modern forms of Communication
April	Bores	Revision
May	Revision	Revision